

### Notification of change name or alteration of rules of Club

If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written or typed in black ink. Use additional sheets if necessary. You are advised to keep a copy of the completed form for your records.

<b>1. NAME OF CLUB</b>	
<b>2. POSTAL ADDRESS OF CLUB</b>	
<b>Post town</b>	<b>Post code</b>
<b>TELEPHONE NUMBERS</b>	
Daytime	
Evening	
Mobile	
<b>FAX NUMBER</b>	
<b>EMAIL ADDRESS (if you would prefer us to correspond with you by email)</b>	
<b>3. Details of Club Premises Certificate Held:</b>	
Certificate No.	
<b>4. NEW NAME OF CLUB (if applicable)</b> Club premises Certificate should accompany this notification or, if that is not practicable, a statement of the reasons for failure to produce the Certificate.	

<b>Address for correspondence associated with this application (if different to the address above)</b>	
<b>Post town</b>	<b>Post code</b>

<b>5. NOTIFICATION OF ALTERATION OF CLUB RULES</b> <i>(if applicable)</i>
Please give relevant club rule numbers which have been altered

<b>6. CHECKLIST:</b>	
Please tick <input checked="" type="checkbox"/> yes	
<input type="checkbox"/> I have enclosed my Club Premises Certificate <i>(if change of club name effected)</i>	<input type="checkbox"/>
<input type="checkbox"/> I have enclosed a copy of the new club rules <i>(if applicable)</i>	<input type="checkbox"/>
<input type="checkbox"/> I have enclosed payment of £10.50 – (make cheques payable to Cornwall Council)	<input type="checkbox"/>

<b>7. DECLARATION</b>			
I ..... (insert full name) make this notification on behalf of the club and have authority to bind the club.			
<b>SIGNATURE</b>		<b>DATE</b>	
<b>CAPACITY</b>			

**If notification as required under S82 of the Licensing Act 2003 is not given within the 28 days following the day on which the change of name or alteration to the rules is made, the secretary of the club commits an offence which could result in prosecution and a fine not exceeding level 2 on the standard scale.**

Information on the Licensing Act 2003 is available on the website of the Department of Culture, Media and Sport ([http://www.culture.gov.uk/alcohol\\_and\\_entertainment/default.htm](http://www.culture.gov.uk/alcohol_and_entertainment/default.htm))

Licensing Services  
 Cornwall Council  
 Luxstowe House  
 Liskeard  
 Cornwall  
 PL14 3DZ  
 Telephone: (01579) 341324/84 or 341239